

Approved For Release 2004/05/05 : CIA-RDP60-00594A000300030028-1

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# Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training

DATE: 24 April 1958

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FROM : Chief/Language and Area School

SUBJECT: Weekly Activities Report #16

Document No. 31NO CHANGE in Class. ☐☐ DECLASSIFIED

Class. CHANGED TO: TS S C

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1753

Date: 08 MAR 1978 By **A. SIGNIFICANT ITEMS**

None to report.

**B. OTHER ACTIVITIES**

1. Qualifications Review and Placement Panels met on 21 April to consider candidates for Indonesian (one from OTR), Persian (two from NEA), German (one from ORR), Spanish (one from WH), and Russian

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3. Two members of the current full-time Chinese course met with  to discuss possibilities of continued study upon completion of the course they are now in.

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4. Deputies reports are attached.

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# 1, 2, +3 Meetings, subjects O.K.; but what results?  
i.e. I know about the candidate for Indonesian; I don't know whether others were approved and how!

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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 23 April 1958

FROM : Deputy for Plans, Research and Administration

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

1. During the past week 14 people were tested in 2 regularly scheduled languages. Three oral tests were given by special request in 3 languages.



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D/FRA/LAS

*Should we do this in view of reported backlog?*

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# Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 23 April 1958

FROM : Deputy for Language Training

SUBJECT: Weekly Activities Report

**A. SIGNIFICANT ITEMS**

None to report.

**B. OTHER ACTIVITIES**

1. During the past three weeks Mr. [ ] has been assisting SR in two projects. The first involved the translation into [ ] of the document that agents are required to sign upon leaving the employ of the Agency. The second involved meeting a contract agent for two hours every day for an intensive refresher in spoken [ ]

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2. The majority of the students in Elementary Spoken Russian (which meets two hours a day) have asked that an intermediate Russian course be given during the summer. Although such a course was not announced in the catalogue, we will probably give one as a result of this request.

3. We have been informed unofficially that SR is planning to withdraw their best student from the Basic Russian (full-time) course in June, about two months before the course is scheduled to end.

4. Arrangements have been made to begin a new Greek course (Basic Greek RSW) on 28 April. Planned enrollment amounts to five students from SE and 2 (out of an original 4) from RI. The course, to be taught by [ ] will meet one hour a day for 48 weeks.

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5. [ ] had a talk with Mr. [ ] Chief of SE, about the future of Greek and Turkish language instruction. Mr. [ ] said that he could not foresee any requirement on his part for full-time instruction in these languages for more than one or possibly two students at one time. He also said that he encouraged language study at the rate of one hour per day for his personnel, even though there might be no prospect of a field assignment, on the theory that to learn a language is a worthy aim in itself. He and [ ] also discussed SE's offer to make space in their I Building rooms available to [ ] for the conduct of language classes in Greek and Turkish. A decision about this has not yet been reached.

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25X1 6. On 4 April, one of the original 6 members of the full-time French Intermediate Integrated Language and Area Course was forced to withdraw. Mr. [ ] of NEA dropped out after having completed 3 weeks of the 10 week course due to pressing office duties. Such action obviously works a hardship on the remaining students, the instructors and those who plan and direct the courses. In the case of an extremely small class even one withdrawal could cause cancellation of the course and thus nullify months of planning and preparation on the part of many people. Offices sponsoring full-time students should be fully aware of their responsibility for making each student available for the full-duration of the course in which he is enrolled.

*why if it's a CIA course*  
**TK**

25X1 **DDS**  
25X1 **C**  
25X1 7. General [ ] terminated his French course with [ ] He is leaving for [ ] to take over as [ ].

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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : C/LAS

DATE: 23 April 1958

FROM : D/AT/LAS

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None

B. OTHER ACTIVITIES

1. Request to D/TR is in preparation for approval of a two-day conference of Area Training staff at [ ] on 1 and 2 May. This will be our first general review and planning session on area training; it will be guided by our own two and one-half years of experience as well as by the findings of the December and February conference at [ ] with Agency consumer representatives. 25X1
2. We have asked R/TR to invite other IAC agencies to send auditors on a casual basis to our new series of area lectures in French and German, which are held in the unrestricted Quarters Eye space. This is intended as a return courtesy for the firm support they are giving us in making area specialists available as guest lecturers, including now those proficient in foreign languages.
3. Interest of Agency personnel in these foreign language lectures has been at least twice as great as in the former series a year ago, perhaps partly because we have scheduled them over the lunch hour for the first time. Room 2925 Quarters Eye has been filled to capacity on each occasion, with a maximum of 35 hearing Mrs. [ ] [ ] speak on French art. The other skilled lecturers in the past week have been [ ] (EE), who broke an extended leave to be with us, and Ruppert Lloyd, Chief of the French Branch in State/IRA. 25X1 25X1
4. [ ] went back for two days to Army Pictorial Center on Long Island in regard to the SIS film on Free Europe. This time he was to check finished art work for Part I and see some of the first rough cut of footage. 25X1

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5. A study in enrollment changes: The Middle East course, which ended 9 April, began with 26 applications and ended with 18 students. What happened to the other 8? Two applications had been filed from outside the agency by mistake; six from DDP either did not show up at all (1) or were pulled out (5). The one who did not show was a JOT new to the area, as well as the Agency, but who was so important that he could not be spared time to learn about the country of concern to him; of the other five, 1 was sent to [redacted] 1 had a new job assignment, and 3, because of increasing job pressures, were switched to an auditor status and continued to attend in that capacity. Nine from DDP did begin and complete the course. All non-DDP enrollees who began the course also completed it.

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